



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

December 5, 2016

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor James Roberson, Mayor Pro Tem Randy Young, Councilors Mike Chalk, Pete Mangum, Mark Swan, and Dustin Tripp.

ABSENT: No one.

Staff Members Present: Clyde Holt, Town Attorney; Suzanne Yeatts, Administrative Services Director; Whitney Ledford, Town Clerk; Lawrence Capps, Police Chief; Robbie Worrell, Parks and Recreation Director; Jason Brown, Senior Planner; Chris Hills, Development Services Director; Tim Guffey, Fire Chief; Jonas Silver, Public Information Officer; Jennifer Currin, Assistant Development Services Director; John Stover, Maintenance Worker II; Darren Lloyd, Maintenance Worker II; Corey Holland, Maintenance Worker II; Steve Blair, Crew Leader; Reed Alexander, Operations Supervisor; Larry Johnson, Crew Leader; Kim Kenny, Finance Director.

Meeting called to order by Mayor Roberson at 7:00 p.m.

WELCOME

Welcome by Mayor Roberson.

INVOCATION

Invocation by Councilor Swan.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance by Allyson Rodgers and Landon Smith, Kindergarten students from Forestville Road Elementary School.

ITEM I. ADOPTION OF AGENDA

...Motion by Councilor Swan to adopt the agenda. Motion seconded by Mayor Pro Tem Young and carried unanimously.

ITEM II. APPROVAL OF MINUTES

...Motion by Councilor Swan to approve the minutes from November 16, 2016. Motion seconded by Mayor Pro Tem Young and carried unanimously.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. Forestville Road Elementary School Staff Recognition

Principal Jesenia Hafner recognized Mr. Jason Strickland as Forestville Road's Teacher of the Year and Ms. Wanda Forrest as the Teacher Assistant of the Year.

Mayor Roberson presented Mr. Strickland and Ms. Forrest with certificates of recognition.

B. Mayor's Listening Tour Update

Development Services Director Chris Hills gave an update on the recent Listening Tour visit to Tyrolf Automotive and Just Tires.

C. Introduction of New Maintenance Worker

Parks and Recreation Director Robbie Worrell introduced Corey Holland as a new Maintenance Worker.

D. Audit Presentation

Finance Director Kim Kenny introduced Shelton Ennis of Joyce and Company. Mr. Ennis gave a summarizing presentation on the results of the Fiscal Year 2016 annual audit.

Council commended staff and the Finance Committee for their collaborative efforts during the 2016 Fiscal Year addressing areas of need found during the annual audit.

E. Recognition of Reed Alexander's Retirement

Mr. Worrell recognized Operations Supervisor Reed Alexander on his retirement after 28 years of service to the Town.

Mayor Roberson presented Mr. Alexander with a plaque in recognition of his dedicated service.

F. Recognition of Steve Blair's Retirement

Mr. Worrell recognized Crew Leader Steve Blair on his retirement after 22 years of service to the Town.

Mayor Roberson presented Mr. Blair with a plaque in recognition of his dedicated service.

ITEM IV. PUBLIC

Anyone may speak on an issue not included on tonight's agenda. If you anticipate speaking during tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record. Before speaking, please state your name and address.

A. Open to the Public

No one approached.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA – A

A. Budget Amendment 2017 04

...Adopt Budget Amendment 2017 04.

B. FEMA Designation

RES #16-12-05-001

...Adopt Resolution #16-12-05-001.

C. Grant Administration Policy Revision

...Approve Grant Administration Council Policy as amended, effective December 5, 2016.

D. 2017 Meeting Schedule

...Adopt 2017 Meeting Schedule.

...Motion by Councilor Tripp to adopt Consent Agenda - A. Motion seconded by Mayor Pro Tem Young and carried unanimously.

ITEM VI. CONSENT AGENDA – B

Councilor Tripp requested to be recused from this item due to his recent purchase of a parcel in Knightdale Station.

...Motion by Mayor Pro Tem Young to recuse Councilor Tripp from Consent Agenda - B. Motion seconded by Councilor Swan and carried unanimously.

Councilor Tripp exited at 7:29 p.m.

Knightdale Station UAA Amendment

ORD #16-11-16-001

...Approve the Knightdale Station Utility Allocation and Infrastructure Agreement Amendment and Adopt Ordinance #16-11-16-001.

...Motion by Councilor Swan to adopt Consent Agenda - B. Motion seconded by Mayor Pro Tem Young and carried unanimously.

Councilor Tripp returned at 7:30 p.m.

ITEM VII. PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

Councilor Mangum requested to be recused from this item, due to his employment at Wake Stone Corporation, located at the intersection affected by this proposed project.

...Motion by Mayor Pro Tem Young to recuse Councilor Mangum from this item. Motion seconded by Councilor Chalk and carried unanimously.

Councilor Mangum exited at 7:31 p.m.

Parkstone Annexation

ORD #16-12-05-001

Senior Planner Jason Brown presented a request from Jane P. Suggs and Norwood & Nancy Hargrove Properties LP to voluntarily annex one tract consisting of approximately 56.83 ± acres located south of Knightdale Boulevard, east of Widewaters Shopping Center, north of Widewaters Subdivision and townhomes, and west of Autumn Ridge and Parkside Subdivisions. Mr. Brown recommended Council close the Public Hearing and adopt Ordinance #16-12-05-001.

Public Hearing Opened at 7:36 p.m.

No one approached.

...Motion by Councilor Tripp to close the Public Hearing at 7:37 p.m. and adopt Ordinance #16-12-05-001. Motion seconded by Mayor Pro Tem Young and carried unanimously

Councilor Mangum returned at 7:37 p.m.

ITEM VIII. SET PUBLIC HEARINGS

None at this time.

ITEM IX. TOWN ATTORNEY

None at this time.

ITEM X. OLD BUSINESS

A. ZTA-3-16 Quarterly Amendments

ORD #16-12-05-002

Mr. Brown presented a Zoning Text Amendment request to amend the following areas: Chapters 5, 7, 8, 10, 13, 14, 15, and 16; 6.4(F)2.b; 11.5(A)2; 17.3; and 18.3(D). Mr. Brown recommended Council adopt the statement of plan consistency and reasonableness of action, approve ZTA-3-16, and adopt Ordinance #16-12-05-002.

As part of the Council discussion on the matter, Mr. Brown addressed consistency of the proposed ordinance with applicable Town plans and policies, and presented a Consistency Statement considered and endorsed by the Land Use Review Board in its review of the proposal.

Following Council discussion, the Mayor requested a motion regarding consistency of the proposed ordinance with applicable Town policies and plans.

...Motion by Councilor Chalk to adopt the following statement of plan consistency and reasonableness of action: *The proposed text amendment is consistent with the Comprehensive Plan's overall goals to protect the Town's natural resources and to provide an open, accessible, responsive, and fiscally responsible government. It is further reasonable as it addresses the objective to direct and guide development so as*

to achieve optimum utilization of public infrastructure. Motion seconded by Mayor Pro Tem Young and carried unanimously.

Following the adoption of the consistency statement, the Mayor requested a motion to take action on the Ordinance proposal.

...Motion by Mayor Pro Tem Young to approve ZTA-3-16 and adopt Ordinance #16-12-05-002. Motion seconded by Councilor Chalk and carried unanimously.

**B. ZMA-5-16 Robertson Street PRD
ORD #16-12-05-003**

Assistant Development Services Director Jennifer Currin outlined an application submitted by Lee Lambert requesting a Zoning Map Amendment to rezone approximately 28.13 acres located east of Keith Street, north of Robertson Street, and south of the railroad, from Residential Mixed Use to Residential Mixed Use Planned Residential Development for a single family residential development. Ms. Currin answered questions and recommended Council approve ZMA-5-16, Robertson Street. PRD, adopt the recommended statement of consistency and reasonableness of action, and adopt Ordinance #16-12-05-003.

As part of the Council discussion on the matter, Ms. Currin addressed consistency of the proposed ordinance with applicable Town plans and policies, and presented a Consistency Statement considered and endorsed by the Land Use Review Board in its review of the proposal.

Following Council discussion, the Mayor requested a motion regarding consistency of the proposed ordinance with applicable Town policies and plans.

...Motion by Mayor Pro Tem Young to adopt the following statement of plan consistency and reasonableness of action: *The proposed zoning map amendment is consistent and reasonable with the Comprehensive Plan's overall goals as it promotes a built environment that is efficient and functional, which incorporates alleys and open spaces that promote community interaction thereby enhancing the aesthetic value of the town. Furthermore, the street edges are framed by the building facades and street trees and pedestrian travel is incorporated throughout the site through a network of sidewalks and multi-use trails.* Motion seconded by Councilor Swan and carried unanimously.

Following the adoption of the consistency statement, the Mayor requested a motion to take action on the Ordinance proposal.

...Motion by Mayor Pro Tem Young to approve ZMA-5-16 and adopt Ordinance #16-12-05-003. Motion seconded by Councilor Swan and carried unanimously.

ITEM XI. NEW BUSINESS
None at this time.

ITEM XII. OTHER BUSINESS

None at this time.

ITEM XIII. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Tripp shared that the next committee meeting will be on Monday, December 12, 2016.

B. Finance

Councilor Mangum asked Mr. Worrell to review a proposed Public Works Organizational Structure in light of the recent and upcoming staff changes.

Mr. Worrell gave an overview of this proposed restructuring to help meet the Town's current needs, including reclassifying the Operations Supervisor position to Assistant Public Works Director/Storm Water Engineer.

Councilor Mangum further explained that this change would reclassify positions with no changes to the budget and requested Council approve the restructure to allow the advertisement process to begin.

...Motion by Mayor Pro Tem Young to approve the reclassification plan for the Public Works Department. Motion seconded by Councilor Swan and carried unanimously.

C. Public Safety

No Report.

D. Nominating

No Report.

E. Legislative

Councilor Mangum noted that this committee's first meeting will be on Wednesday, December 7, 2016 at 4:00 p.m.

F. Parks and Recreation

Mayor Pro Tem Young shared that the first meeting for this new committee will be Tuesday, January 24, 2017 at 6:00 p.m.

G. Liaison Reports



Councilor Swan shared that the Community Policing Advisory Board is planning a forum in January that will allow the public to address a panel of committee members, staff, and Council members. Discussion topics are currently being gathered via an online survey.

ITEM XIV. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

None at this time.

ITEM XV. ADJOURNMENT

...Motion by Councilor Swan to adjourn at 8:00 p.m. Motion seconded by Councilor Tripp and carried unanimously.


Town Clerk Whitney A. Ledford
Mayor James A. Roberson